

BOARD OF SUPERVISORS COUNTY OF LOS ANGELES

383 KENNETH HAHN HALL OF ADMINISTRATION / LOS ANGELES, CALIFORNIA 90012

MEMBERS OF THE BOARD

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YVONNE B. BURKE
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MICHAEL D. ANTONOVICH

SACHI A. HAMAI, EXECUTIVE OFFICER
(213) 974-1401

May 9, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes for ABC Unified School District, Alameda Corridor Transportation Authority, Antelope Valley Health Care District, Chief Administrative Office, Claremont Unified School District, Department of Children and Family Services, Santa Monica-Malibu Unified School District and Torrance Unified School District to be effective the day following your Board's approval. Also recognize the abolishment of Centinela-South Bay School Insurance Authority as a retired legal entity.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when such amendments are necessitated by changed circumstances.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Workforce Excellence.

The proposed amendments to these Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the newly adopted or amended Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

Substantive Changes:

ABC Unified School District

- Changes the titles of three (3) positions.
- Deletes obsolete wording in disclosure category.
- Deletes *Director, Child Development Programs; Risk Manager; and Manager, Maintenance Services* from the code due to reorganization.
- Adds *Director, Fiscal Services* under Officials Who Manage Public Investments.

Substantive Changes (continued)

Alameda Corridor Transportation Authority

- Adds *Accounting & Finance Manager* to the code.

Antelope Valley Health Care District

- Changes the titles of six (6) positions.
- Deletes *Director of Pharmacy* from the code which is no longer a budgeted item.
- Adds *Chief Operations Officer* and *Executive Director Clinical Support Services* to the code.
- Modifies disclosure categories by omitting the definitions of investments and income.

Chief Administrative Office

- Deletes *Administrator, MacLaren Children's Center*; and *Senior Analyst, CAO Marketing* from the code due to reorganization.
- Adds clarifying language to Exhibit "B."
- Changes the title of one (1) position.
- Modifies disclosure categories by omitting the definitions of investments and income.

Claremont Unified School District

- Adds *Director, Modernization Projects* to the code.
- Deletes *Associate Superintendent*; and *Director, Instructional Technology* from the code which is no longer budgeted.
- Changes the title of one (1) position.
- Corrects the title of one (1) position under Officials Who Manage Public Investments.
- Modifies disclosure categories by omitting the definitions of investments and income.

Substantive Changes (continued)

Department of Children and Family Services

- Changes the functional title reference of one (1) position and distinguishes which positions are now unclassified.
- Deletes *Senior Division Chief, CFS (Head of Revenue Enhancement/Budget and Fiscal Services)*; *Children's Services Administrator III (Main Training)*; *Deputy Director, CFS (Bureau of Administrative and Management Services)*; and *Executive Director, ICAN* from the code due to reorganization.
- Adds *Chief Physician I, M.D.*; *Deputy Director, CFS Bureau of Administration*; and *Deputy Director, CFS Bureau of Finance* to the code.
- Modifies disclosure categories by omitting the definitions of investments and income.

Santa Monica-Malibu Unified School District

- Changes the titles of two (2) positions.
- Modifies disclosure categories by omitting the definitions of investments and income.

Torrance Unified School District

- Expands disclosure category.
- Adds a new category and rennumbers existing category.
- Adds clarifying language to a category.
- Changes the title of one (1) position.
- Adds *Assistant Superintendent-Secondary*; and *Assistant Superintendent-Elementary* to the code.
- Expands disclosure categories for *Assistant Superintendent-Educational Services*; and *Director-Classified Personnel*.

Abolished Agency:

Centinela-South Bay School Insurance Authority

- Retires agency as a legal entity effective March 27, 2006.

IMPACT ON CURRENT SERVICES

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

Respectfully submitted,



SACHI A. HAMAI
EXECUTIVE OFFICER

SAH:DG:gs

Attachments (9)

c: Chief Administrative Officer
County Counsel

Conflict of Interest Code
of the

ABC UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ABC UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Designated positions in this category must report:

- A. Interest in real property located entirely or partly within district boundaries, or within two miles of District boundaries or of any land owned or used by the District. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- B. Investments in and business positions with and income from sources which:
 - 1. Are engaged in the acquisition or disposal of real property within the District.
 - 2. Are contractors or subcontractors which are engaged in work or services of the type used by the District, or
 - 3. Manufacture or sell supplies, books, machinery or equipment of the type used by the District.

CATEGORY 2

Designated positions in this category must report investments in and business positions with and income from sources which:

- A. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or
- B. Manufacture or sell supplies, books, machinery or equipment of the type used by the department, which the designated person manages or directs.

CATEGORY 3

Individuals who perform under contract the duties of any designated position shall be required to file statements of Economic Interest disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interest by providing information, advice, recommendation or counsel to the agency which could affect financial interest, shall be required to file statements of Economic Interest, unless they fall within the Political Reform Acts exceptions to the definition of consultant. The level of disclosure shall be determined by the executive officer (or head) of the agency.

ABC UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Assistant Superintendent, Academic Services	1
Assistant Superintendent, Human Resources	2
Director, Schools	2
Director, Purchasing/Risk Management	2
Director, Maintenance, Operations, Transportation and Facilities	2
Director, Pupil Support Services	2
Director, Child Development/Special Programs	2
Director, Information and Technology	2
Supervisor, Purchasing	2
Supervisor, Transportation	2
Supervisor, Grounds and Building Services	2
Manager, Information and Technology	2
Purchasing Buyers	2
Consultant	3

ABC UNIFIED SCHOOL DISTRICT

EXHIBIT "B" (Continued)

Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments and must make disclosure pursuant to Government Code Section 87200 et. seq.

Governing Board Members

Superintendent

Deputy Superintendent

Chief Financial Officer

Director, Fiscal Services

EFFECTIVE:

Conflict of Interest Code
of the

ALAMEDA CORRIDOR TRANSPORTATION AUTHORITY

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ALAMEDA CORRIDOR TRANSPORTATION AUTHORITY

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Person in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individual who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

ALAMEDA CORRIDOR TRANSPORTATION AUTHORITY

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board & Alternate Members	1, 2, 3
Chief Executive Officer	1, 2, 3
Director of Planning	1, 2, 3
Chief Financial Officer	2, 3
Management Information Systems Administrator	4
Controller	2, 3
Director of Construction and Engineering	1, 2, 3
Director of Administration	2, 3
Assistant Director of Construction and Engineering	1, 2, 3
Special Counsel	1, 2, 3
Treasurer	2, 3
Senior Internal Auditor	4
Accounting & Finance Manager	2
Consultants	5

EFFECTIVE:

Conflict of Interest Code
of the

ANTELOPE VALLEY HEALTH CARE DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ANTELOPE VALLEY HEALTH CARE DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

ANTELOPE VALLEY HEALTH CARE DISTRICT

EXHIBIT “B”

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member of the Board of Directors	1,2,3
Administrator , Chief Executive Officer	1,2,3
Chief Operations Officer	1,2,3
Chief Information Officer	4
Chief Financial Officer	4
Assistant Administrators, V.P.	4
Business Office Director	4
Director of Material Management	4
Executive Director Clinical Support Services	4
Director of Dietary & Nutrition	4
Director of Marketing	4
Consultant	5

EFFECTIVE:

Conflict of Interest Code
of the

CHIEF ADMINISTRATIVE OFFICE

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

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Place of Filing of Statements of Economic Interests

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The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

CHIEF ADMINISTRATIVE OFFICE

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all business positions, investments in, or income from businesses that:

- A.** Manufacture, lease, rent or sell supplies or equipment of the type utilized by the Department and associated with the job assignment of designated positions assigned this disclosure category.
- B.** Provide services of the type utilized by the Department and associated with the job assignment of designated positions assigned this disclosure category.
- C.** Engage in the provision of auditing and/or accounting services.

CHIEF ADMINISTRATIVE OFFICE

EXHIBIT "A" (Continued)

CATEGORY 6

Persons in this category shall disclose all property owned, investments, business positions and/or income from businesses involved in activities subject to the Los Angeles County Building, Mechanical, Plumbing or Electrical Code Enforcement or subject to plan checks for grading, drainage, geological studies, right-of-way acquisition or appraisal by the County of Los Angeles or any special districts therein. These shall include but are not limited to:

- A.** Businesses involved in land speculation or development for purposes of subdivision, grading, residential or commercial development mineral exploitation or mining.
- B.** Any engineering, architectural or other firm preparing plans and reports for construction.
- C.** Any firm of consulting engineers, geologists or similar specialties submitting reports for approval by the Chief Administrative Officer.
- D.** Any testing firms or laboratories.
- E.** Any supplier of building systems, material and services.

CATEGORY 7

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interest disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exemptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

CHIEF ADMINISTRATIVE OFFICE

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Chief Deputy Administrative Officer (UC)	1, 2, 3
Senior Assistant Administrative Officer	1, 2, 3
Assistant Administrative Officer*	1, 2, 3
Special Services Assistant VI	1, 2, 3
Division Chief, CAO	1, 2, 3
Special Services Assistant V	1, 2, 3
Assistant Division Chief, CAO	1, 2, 3
Special Services Assistant IV	1, 2, 3
Principal Analyst, CAO	1, 2, 3
Principal Analyst, CAO Risk Management	4
Chief Program Specialist, CAO Risk Management	4
Senior Analyst, CAO Risk Management	4
Program Specialist IV, CAO Risk Management	4
Program Specialist III, CAO Risk Management	4
Analyst, CAO Risk Management	4

CHIEF ADMINISTRATIVE OFFICE

EXHIBIT "B" (Continued)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Chief Program Specialists, CAO	1, 2, 3
Principal Facilities Project Manager	6
Principal Real Property Agent	1, 2, 3
Chief, Property Planning, ISD	1, 2, 3
Senior Real Property Agent	1, 2, 3
Real Property Agent II	1, 2, 3
Building Inspector III	6
Consultant	7

NOTE: * New appointments at the payroll title of Assistant Administrative Officer will be filled as unclassified (UC) positions.

The Chief Administrative Officer, by law, is required to file pursuant to Government Code Section 87200 et seq., and is therefore, not included in the list of designated positions for this Department.

EFFECTIVE:

Conflict of Interest Code
of the

CHILDREN AND FAMILY SERVICES, DEPARTMENT OF

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

CHILDREN AND FAMILY SERVICES, DEPARTMENT OF

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell services and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendations or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

CHILDREN AND FAMILY SERVICES, DEPARTMENT OF
EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Director of Children and Family Services (UC)	1, 2, 3
Chief Deputy Director, CFS (UC)	1, 2, 3
Deputy Director, CFS (UC)	2, 3
Administrative Services Manager I (Contracts)	4
Administrative Services Manager II (Contracts, Procurement)	4
Administrative Services Manager III (Space)	1, 2, 3
Assistant Division Chief, CFS (Contracts)	1, 2, 3
Assistant Division Chief, CFS (Budget, Finance, Management Information Division)	4
Children's Services Administrator II (Executive Office, Quality Assurance, Compliance Audit, Main Training, CWS/CMS Training)	4
Children's Services Administrator III (Health Services, Quality Assurance, Communications, Clinical Services & Standards, Litigation)	4
Division Chief, CFS	4
Division Chief, CFS (Executive Office)	1, 2, 3
Executive Assistant, CFS (Executive Office)	4
Chief Physician I, M.D.	2, 3
Deputy Director, CFS (Bureau of Administration) (UC)	1, 2, 3
Deputy Director, CFS (Bureau of Finance) (UC)	1, 2, 3

CHILDREN AND FAMILY SERVICES, DEPARTMENT OF
EXHIBIT “B” (Continued)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Regional Administrator (Services Bureau One, Two, Three, Four)	4
Consultant	5

EFFECTIVE:

Conflict of Interest Code
of the

CLAREMONT UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

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The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

CLAREMONT UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

CLAREMONT UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, Board of Education	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent	4
Director, Modernization Projects	4
Director, Facilities, Maintenance, & Operations	4
Director of Accounting	4
Director of Food Services	4
Consultant	5

Officials Who Manage Public Investments:

It has been determined that the position listed below manages public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq.

Assistant Superintendent, Business Services

EFFECTIVE:

Conflict of Interest Code
of the

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Designated persons in this category shall disclose all income from, investments in, and business positions with any district employee, any agent or employee association representing any such employee, and business positions with, investments in or income from any entity owned or controlled by such employee or any such employee's spouse or other financial dependent.

CATEGORY 6

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, School Board	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent, Chief of Staff	1, 2, 3
Assistant Superintendent, Business/Fiscal Services	1, 2, 3
Chief Academic Officer	4
Director, Purchasing/Warehouse	4
Director, Food Services	4
Director, Information Services	4
Director, Facilities Management	4
Manager of Facilities & Grounds Operations	4
Manager of Maintenance and Construction	4
Personnel Commissioners	5
Consultant	6

EFFECTIVE:

Conflict of Interest Code
of the

TORRANCE UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by
Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Governing Board Members, Alternate Board Members, as appropriate, and its agency head (Agency/Department Head, Executive Officer or Chief Executive Officer, Superintendent, or Director), and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

TORRANCE UNIFIED SCHOOL DISTRICT

APPENDIX

DESIGNATED POSITIONS/DISCLOSURE CATEGORIES

1. Persons occupying the following positions are designated employees in Category 1:

Board of Education Members
Superintendent of Schools
Deputy Superintendent – Administrative Services

Designated persons in this category must report:

- a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries or of any land owned or used by the district. Such interests include any leasehold, beneficial or ownership interest or option to acquire such interest in real property.
- b. All investments, business positions, and income.

2. Persons occupying the following positions are designated employees in Category 2:

Assistant Superintendent – Educational Services
Assistant Superintendent-Secondary
Assistant Superintendent-Elementary
Senior Director-Certificated Human Resources
Director – Food Services
Director – Information Technologies
Director – Classified Personnel
Director – Curriculum
Director - Purchasing and Administrative Services

Designated persons in this category must report investments or business positions in or income from sources which:

- a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or

TORRANCE UNIFIED SCHOOL DISTRICT

APPENDIX (Continued)

- b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department, which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.
- 3. Persons occupying the following positions are designated employees in Category 3:
 - Personnel Commissioners
 - Assistant Superintendent-Educational Services
 - Assistant Superintendent-Secondary
 - Assistant Superintendent-Elementary
 - Senior Director-Certificated Human Resources
 - Director-Classified Personnel

Designated persons in this category shall disclose all income from, investments in, and business positions with any district employee, any agent or employee association representing any such employee, and business positions with, investments in or income from any entity owned or controlled by such employee or any such employee's spouse or other financial dependent.

- 4. Persons in this category shall disclose, in accordance with this code, all investments in, or business positions with, and income from all banks, savings and loans, investment companies, and underwriters.
 - Fiscal Services Officer

- 5. Persons occupying the following positions are designated employees in Category 5:
 - Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

TORRANCE UNIFIED SCHOOL DISTRICT

APPENDIX (Continued)

A consultant is an individual who, pursuant to a contract with the district, makes any of several specified governmental decisions or serves in a staff capacity with the district, performing the same or substantially the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. Consultants are individuals who decide whether to: (2 CCR 18700)

- a. Approve a rate, rule or regulation
- b. Adopt or enforce a law
- c. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement
- d. Authorize the district to enter into, modify or renew a contract that requires district approval
- e. Grant district approval to a contract or contract specifications which require district approval and in which the district is a party
- f. Grant district approval to a plan, design, report, study or similar item
- g. Adopt or grant district approval of district policies, standards or guidelines

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